

STATE OF COLORADO FISCAL RULES

CHAPTER 5: TRAVEL

<u>FISCAL RULE</u>	<u>NUMBER</u>
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Rule 5-1

TRAVEL

AUTHORITY:

24-9-104(2), C.R.S. (Mileage Allowance)
24-30-202(20.1), C.R.S. (Travel Advance Limit)

DEFINITIONS:

Approving Authority - An individual delegated the authority, in writing, by the chief executive officer of the State Agency to approve matters related to official travel.

Commercial Lodging - Any accommodations that are available or offered for use by a traveler for which a rental schedule has been established and payment is required for its use.

CONUS - The continental United States, including the District of Columbia.

Expenses Incurred for the Benefit of the State - Expenses incurred that enable a State employee or a State official to perform their assigned duties or enable a State Agency to carry out the responsibilities required by law.

In-State Travel - Travel within the State of Colorado and to the immediate area outside the State that is a necessary part of an otherwise "in-State" trip.

International Travel - Travel to any destination not considered in-State or out-of-State.

Electronic Signature - Any identifier or authentication technique attached to or logically associated with an electronic record that is intended by the person using it to have the same force and effect as a manual signature and that complies with the rules prescribed by the Director of the Department of Personnel for governmental transactions with state agencies. "Electronic signature" includes digital signatures.

Out-of-State Travel - Travel within CONUS, other than Colorado, including Alaska, Canada, Hawaii, and Mexico.

Political Expenses - Expenses incurred in relation to activities which are primarily designed to further the interests of a candidate, political party, or special interest group.

State Travel Card - The travel card provided to State employees through the Statewide Travel Management Program (24-30-1118, C.R.S.).

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Transportation - Travel by commercial airline, railroad, bus, taxicab; State-owned, leased, or personally owned automobile or airplane; or any other means of conveyance.

RULE:

Travel charged to the State, regardless of the funding source, shall be for the benefit of the State and completed using the most economical means available which will satisfactorily accomplish the State's business.

The traveler shall determine those Expenses Incurred for the Benefit of the State and request reimbursement for only those expenses. The Approving Authority shall review the expenses claimed by the traveler and authorize reimbursement for only those expenses incurred for the benefit of the State.

Required Travel Authorization

- .01 In-State Travel - Prior authorization for in-State travel may be required by the Approving Authority for all in-State travel.
- .02 Out-of-State Travel - Prior authorization by the chief executive officer, or a delegate, of a State Agency shall be required for all out-of-state travel.
- .03 International Travel - Prior written or electronic authorization by the chief executive officer, or a delegate, of a State Agency and the governor, or a delegate, shall be required for all international travel, except for the Department of Higher Education. Prior written authorization by the executive director of the Colorado Commission on Higher Education shall be required for all international travel by employees within the Department of Higher Education. The executive director of the Colorado Commission on Higher Education, with approval of the State Controller, may delegate the authority to approve international travel to the chief executive officer, or a delegate, of a specific higher education institution.
- .04 Travel at No Cost to the State - Prior authorization by the Approving Authority is required for any official State business travel for which reimbursement is made directly to the State employee by the non-state organization.

Travel Advances

Travel advances of \$500 or less, shall be obtained by using the State Travel Card whenever possible. Travel advances may be requested from the State if the travel advance cannot be obtained from the State Travel Card or if the travel advance exceeds \$500. Under no circumstance shall a travel advance be requested from the State in excess of the statutory limit. Colorado Revised Statute, 24-30-202 (20.1), establishes the maximum authorized amount for a travel advance.

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Travel advances requested from the State must be authorized by the Approving Authority, approved by the chief fiscal officer, or a delegate, of the State Agency, and contain the following statement, signed manually or electronically by the traveler:

"I hereby appoint and constitute the State Controller or delegate my attorney-in-fact for the purpose of receiving all funds due me and reimbursing the State of Colorado therefrom and may demand and receive any moneys or credits payable to me from the State of Colorado to the extent necessary to accomplish said reimbursement."

It shall be the responsibility of the chief fiscal officer, or a delegate, to take steps necessary to assure that each travel advance received from the State is repaid within 60 days after the conclusion of authorized travel.

Travel Reimbursements

Upon completion of travel, a travel reimbursement voucher must be filed to obtain reimbursement for approved travel expenses. The travel reimbursement voucher shall contain a statement as to the purpose of the travel.

Lodging, meals, and other reimbursable travel expenses shall only be reimbursed for the period of time necessary for the traveler to accomplish the State business. When a traveler uses an alternate method of transportation, which is authorized by the Approving Authority, any additional time required to complete the State business shall be charged to approved leave.

If lodging, meals, or transportation expenses are included in conference fees, registration fees, or are otherwise furnished at no additional cost to the traveler, no reimbursement shall be made for these items. If, however, a meal included in a commercial transportation ticket is not adequate, and the traveler incurs an additional meal expense, reimbursement may be claimed at the authorized per diem rate for that meal.

When reimbursement for travel expenses is claimed, the travel voucher shall contain the following certification signed manually or electronically by the traveler:

"I certify that the statements in the above schedule are true and just in all respects; that payment of the amounts claimed herein has not and will not be reimbursed to me from any other sources; that travel performed for which reimbursement is claimed was performed by me on State business and that no claims are included for expenses of a personal or political nature or for any other expenses not authorized by the Fiscal Rules; and that I actually incurred or paid the operating expenses of the motor vehicle for which reimbursement is claimed on a mileage basis."

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The travel reimbursement voucher shall be endorsed manually or electronically by the Approving Authority unless the travel has been pre-approved and the reimbursable expenses claimed are within the limits established prior to the trip.

The following rates shall be used for reimbursement of travel expenses:

.01 Lodging

Employees authorized to travel shall be reimbursed the actual cost of reasonable accommodations. Employees may be required to use approved or designated lodging facilities in certain areas to assist the State Agency in controlling travel cost. Reimbursement shall be limited to the cost of commercial lodging. Receipts for lodging shall be obtained and submitted with the travel expense voucher.

.02 Meals

Employees authorized to travel shall be reimbursed for the cost of meals, including tax, tip and other incidental expenses at the per diem rates established by the State Controller in Appendices A, B, and C to this Chapter of the State Fiscal Rules. These rates will closely follow the per diem rates established by the federal government for their employees and be published periodically by the State Controller. The authorized per diem reimbursement rate may be claimed for each meal the traveler would normally have eaten while in travel status.

Under no circumstances shall an employee claim more than the established per diem rate, however, an employee may claim the actual cost paid for a meal if the actual cost is less than the per diem reimbursement rate. Receipts for meals are not required.

.03 Transportation

Employees authorized to travel shall be reimbursed only for the cost equivalent of the most cost beneficial method of transportation available which will satisfactorily accomplish the State business.

If travel includes commercial transportation and the travel tickets were purchased by the State for the traveler, ticket receipts need not be submitted with the travel voucher. If, however, the travel tickets were purchased by the traveler, a receipt shall be submitted with the travel voucher.

Other Reimbursable and Non-Reimbursable Travel Expenses

.01 Reimbursable Travel Expenses

In addition to lodging, meals, and transportation, the following actual expenses incurred as a necessary part of approved travel may be reimbursed.

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- A. Reasonable tips paid by the traveler for bellhops, porters, maids, and ground transportation. Tips paid in conjunction with meals are included in the meal allowance and cannot be claimed separately.
- B. Commercial transportation expenses paid by the traveler. A receipt shall be required for each individual ride in a commercial vehicle, if over \$25.
- C. Camping site fees paid by the traveler for a commercial camp ground or a state or national park. A receipt shall be required if over \$25.
- D. Parking fees paid by the traveler. A receipt shall be required for any single fee over \$25.
- E. Registration fees paid by the traveler. A receipt is required for all registration fees paid.
- F. Rental car costs paid by the traveler. A receipt is required for all rental car expenditures.
- G. Telephone, fax, and other similar charges paid by the traveler for official State business. A receipt shall be required for any single charge over \$25.
- H. Toll road charges paid by the traveler.
- I. Traveler's checks or transaction charges for the use of the State Travel Card paid by the traveler. A receipt shall be required if the total amount claimed for reimbursement is over \$25.
- J. The actual cost of one personal telephone call, not to exceed one dollar for each full day of travel.

.02 Non-Reimbursable Travel Expenses

The following expenses shall not be reimbursed:

- A. Alcoholic beverages purchased by the traveler.
- B. Entertainment expenses paid by the traveler.
- C. Personal expenses incurred during travel which are primarily for the benefit of the traveler and not directly related to the official purpose of the travel. Examples include the purchase of personal hygiene items, magazines, snacks, movie rentals, and other miscellaneous items.

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- D. Political expenses paid by the traveler.
- E. Travel insurance expenses paid by the traveler.
- F. The cost of traffic fines and traffic tickets.

EXCEPTIONS TO RULE:

.01 Allowances for Members of Statutory Boards or Commissions

Board and commission members shall be paid in accordance with the statutory provisions establishing the board or commission. Board members may be reimbursed for actual and necessary expenses incurred in the performance of their duties. These actual and necessary expenditures should be reasonable under the circumstances and the board or commission member should be made aware that public funds are the source of the reimbursement.

Board or commission members may also be reimbursed for child care services. The chief executive officer, or a delegate, of the State Agency shall determine the need for child care reimbursement. Reimbursement shall not be made to a family member and receipts shall be furnished with the reimbursement request.

.02 Allowances for State Job Applicants

In order to obtain the best qualified individual for a given position in the State it may be necessary to pay interview related travel expenses for job applicants. At the discretion of the chief executive officer, or a delegate, such travel expenses may be reimbursed to the applicant at the per diem rate established by the State Controller for State employees.

.03 Allowances for Travel by the Governor of Colorado

In the case of travel by the Governor, security, protocol, ceremonial functions, and overall time demands may require considerations not accorded any other State official or employee. Protocol may often require the spouse to travel with the Governor.

The use of State owned aircraft, commercial airlines or State owned automobiles by the Governor shall depend upon time constraints and security needs.

When the Governor allocates travel costs between official State business and personal or political, the allocation shall take into account all the various factors involved in the trip.

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.04 Allowances for Travel Not Solely for State Business

In some instances the purpose of travel may not be solely for State business. It may be partially for official business and partially for personal or political reasons. In these instances, the individual involved shall make a reasonable allocation of the expenses. Where such an allocation is made, the travel reimbursement request shall contain sufficient documentation to indicate the allocation made and the basis for the allocation.

If a State employee obtains lower rates for lodging or transportation because travel is extended for personal or political reasons, these lower rates shall also apply to the business portion of the trip.

.05 Allowances for Travel Paid Directly by a Non-State Entity

In limited instances, State officials and employees may be invited to attend committee meetings, seminars, or conferences concerning official State business where their travel expenses are either paid directly by the sponsor or they are reimbursed by the sponsor. In such instances the employee may accept the invitation if the travel has been approved by their Approving Authority.

.06 Allowances for Travel with Spouse, Relatives, or Friends

The State shall not reimburse the cost of an employee's spouse or other person(s) accompanying the State employee on a business trip, unless specifically provided in this Fiscal Rule. Conversely, the State shall not receive any benefit from a lower travel fare resulting from the State employee's spouse, relative or friend accompanying the employee on a business trip.

Sufficient documentation of the cost of the official business portion of the trip shall be included with the travel reimbursement voucher.

.07 Allowances for Travel Wholly Within a Single Day

If travel is wholly within a single day, reimbursement for lunch shall not be allowed. If, however, an employee leaves home on official business prior to 5:00 a.m. and/or remains away from home after 8:00 p.m. and the official business requires the employee to extend the workday, the Approving Authority may allow a meal allowance for breakfast and/or dinner for the traveler.

.08 Allowances for Travel by Leased or Privately Owned Aircraft

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- A. A State Agency shall not lease an aircraft without the prior written approval of the Aircraft Section of the Colorado State Patrol in the Department of Public Safety, regardless of the source of funds. This includes the lease of any replacement aircraft for those presently operated by the State Agency.
- B. A State Agency shall not authorize the use of a privately owned aircraft without the prior written approval from the Office of Risk Management. No reimbursement shall be allowed unless the required prior written approval has been secured.

.09 Allowances for Travel by Privately Owned Automobile

Reimbursement is allowed for actual business mileage traveled when using a privately owned vehicle for business purposes only when the use of the privately owned vehicle has been authorized by the Approving Authority. Employees shall normally be reimbursed at the mileage rate designated for two-wheel drive vehicles. Employees shall only be reimbursed at the mileage rate designated for four-wheel drive vehicles when the use of four-wheel drive is necessary because of road, terrain or adverse weather conditions.

Commuting expenses incurred in traveling between an employee's residence and a primary work location are non-reimbursable employee expenses. However, upon approval of the appointing authority, an employee may be reimbursed for use of a personal automobile when commuting between his/her residence and a temporary work location. Reimbursement shall be for the number of miles between the employee's residence and the temporary work location or the employee's regular work location and the temporary work location, whichever is less.

Colorado Revised Statute, 24-9-104(2), establishes the mileage rate to be used for reimbursement for official State travel.

.10 Allowances for Travelers Furnishing Their Own Lodging and Meals

When employees in travel status are furnishing their own lodging and meals, the State Agency may negotiate a special per diem rate for that period of travel. The rate negotiated shall be on a case by case basis and under no circumstance shall the negotiated rate exceed the normal per diem rates established by this Fiscal Rule.

Appendix A, RULE 5-1 (TRAVEL)

MAXIMUM ALLOWABLE MEAL PER DIEM RATES FOR CONUS TRAVEL

Effective December 1, 2001

For a majority of the travel within CONUS, the base per diem rate for meals is \$30.00 per day. For certain other travel destinations listed on Attachment A, four separate High Cost per diem rates have been established. The following table lists the per meal breakdown for the base rate and the high cost per diem reimbursement rates for meals within CONUS.

Authorized Per Meal Reimbursement Rates Within CONUS

<u>Per Diem Rate</u>	<u>Base</u>	<u>High Cost</u>			
Breakfast	\$ 6.50	\$ 7.50	\$ 8.50	\$ 9.50	\$ 9.50
Lunch	7.00	8.00	9.00	10.00	\$12.00
Dinner	<u>16.50</u>	<u>18.50</u>	<u>20.50</u>	<u>22.50</u>	<u>\$24.50</u>
Daily Total	\$30.00	\$34.00	\$38.00	\$42.00	\$46.00

Appendix A to Colorado State Fiscal Rules - Prescribed Maximum Per Diem Rates for CONUS

2002 MAXIMUM US CONUS PER DIEM RATES					
Effective December 1, 2001 *M&IE = Meals & Incidental Expenses					
APPENDIX A to Chapter 301 - Prescribed Maximum Per Diem Rates for CONUS					
State	Key City _1	County and/or other defined location _2,3	From	To	* M&IE rate
		(Applies to all locations within CONUS allowances. See parts 302-2, 302-4 and 302-5 below for certain relocation subsistence by the boundary definition of a listed point. However, the standard CONUS rate applies to all locations within CONUS, including those defined not specifically listed below or encompassed of this subtitle.) _4			30
ALABAMA	Birmingham	Jefferson			38
	Decatur	Morgan			30
	Gulf Shores	Baldwin (Seasonal-Peak)	5/15	9/4	34
	Gulf Shores	Baldwin (Seasonal-Off)	9/5	5/14	34
	Huntsville	Madison			38
	Montgomery	Montgomery			38
ARKANSAS	Hot Springs	Garland			30
	Little Rock	Pulaski			34
ARIZONA	Casa Grande	Pinal (Seasonal-Peak)	1/1	4/30	34
	Casa Grande	Pinal (Seasonal-Off)	5/1	12/31	34
	Chinle	Apache (Seasonal-Peak)	5/1	10/31	34
	Chinle	Apache (Seasonal-Off)	11/1	4/30	34
	Flagstaff (Seasonal-Peak)	All points in Coconino County not covered under Grand Canyon per diem area.	5/1	10/31	34
	Flagstaff (Seasonal-Off)	All points in Coconino County not covered under Grand Canyon per diem area.	11/1	4/30	34
	Grand Canyon (Seasonal-Peak)	All points in the Grand Canyon National Park and Kaibab National Forest within Coconino County	5/1	10/21	42
	Grand Canyon (Seasonal-Off)	All points in the Grand Canyon National Park and Kaibab National Forest within Coconino County	10/22	4/30	42
	Kayenta	Navajo (Seasonal-Peak)	4/15	10/15	30
	Kayenta	Navajo (Seasonal-Off)	10/16	4/14	30
	Phoenix / Scottsdale	Maricopa (Seasonal-Peak)	1/1	4/15	42
	Phoenix / Scottsdale	Maricopa (Seasonal-Off)	4/16	5/31	42
	Phoenix / Scottsdale	Maricopa (Seasonal-Shoulder 1)	6/1	8/31	42
	Phoenix / Scottsdale	Maricopa (Seasonal-Shoulder 2)	9/1	12/31	42
	Tucson	Pima County; Davis-Monthan AFB (Seasonal-Peak)	1/1	4/15	38
	Tucson	Pima County; Davis-Monthan AFB (Seasonal-Off)	4/16	12/31	38
	Yuma	Yuma			34
CALIFORNIA	Clearlake	Lake (Seasonal-Peak)	5/5	9/30	30
	Clearlake	Lake (Seasonal-Off)	10/1	5/4	30
	Contra Costa County	Contra Costa			42
	Death Valley	Inyo			46
	Kern County	Kern County			38
	Los Angeles	Los Angeles, Orange, Ventura, Edwards AFB, Naval Weapons Center and Ordinance Test Station, China Lake (see Santa Monica)			46
	Mammoth Lakes	Mono			46
	Marin County	Marin County			42
	Merced	Merced			30
	Modesto	Stanislaus			34
	Monterey	Monterey (Seasonal-Peak)	5/1	10/31	42
	Monterey	Monterey (Seasonal-Off)	11/1	4/30	42
	Napa	Napa (Seasonal-Peak)	4/1	11/15	42
	Napa	Napa (Seasonal-Off)	11/16	3/31	42
	Oakhurst	Madera (Seasonal-Peak)	5/1	9/30	38
	Oakhurst	Madera (Seasonal-Off)	10/1	4/30	38
	Oakland	Alameda			38
CALIFORNIA	Ontario/Barstow/Victorville	San Bernardino			38
	Palm Springs	Riverside (Seasonal-Peak)	1/1	5/31	42
	Palm Springs	Riverside (Seasonal-Off)	6/1	12/31	42

Appendix A to Colorado State Fiscal Rules - Prescribed Maximum Per Diem Rates for CONUS

State	Key City _1	County and/or other defined location _2,3	From	To	* M&IE rate
	Point Arena/Gualala	Mendocino			38
	Sacramento	Sacramento			42
	San Diego	San Diego			46
	San Francisco	San Francisco			46
	San Luis Obispo	San Luis Obispo			38
	San Mateo/Redwood	San Mateo			42
	Santa Barbara	Santa Barbara			38
	Santa Cruz	Santa Cruz			42
	Santa Monica	City Limits of Santa Monica (See Los Angeles) (Seasonal-Peak)	6/1	9/30	38
	Santa Monica	City Limits of Santa Monica (See Los Angeles) (Seasonal-Off)	10/1	5/31	38
	Santa Rosa	Sonoma			42
	Solano County	Solano; Travis Air Force Base			42
	South Lake Tahoe	EL Dorado (See also Stateline, NV) (Seasonal-Peak)	6/1	8/31	42
	South Lake Tahoe	El Dorado (See also Stateline, NV) (Seasonal-Off)	9/1	5/31	42
	Sunnyvale/Palo Alto/San Jose	Santa Clara			46
	Tahoe City	Placer			42
	Truckee	Nevada (Seasonal-Peak)	6/15	9/30	42
	Truckee	Nevada (Seasonal-Off)	10/1	6/14	42
	Visalia	Tulare			38
	West Sacramento	Yolo			30
	Yosemite Nat'l Park	Mariposa (Seasonal-Peak)	5/1	9/30	46
	Yosemite Nat'l Park	Mariposa (Seasonal-Off)	10/1	4/30	46
COLORADO	Aspen	Pitkin (Seasonal-Peak)	1/1	4/30	46
	Aspen	Pitkin (Seasonal-Off)	5/1	12/31	46
	Boulder	Boulder			42
	Colorado Springs	El Paso (Seasonal-Peak)	5/15	9/15	38
	Colorado Springs	El Paso (Seasonal-Off)	9/16	5/14	38
	Cortez	Montezuma			34
	Crested Butte	City Limits of Crested Butte (See Gunnison County) (Seasonal Peak)	11/15	4/15	42
	Crested Butte	City Limits of Crested Butte (See Gunnison County) (Seasonal-Off)	4/16	6/15	42
	Crested Butte	City Limits of Crested Butte (See Gunnison County) (Seasonal Shoulder 1)	6/16	11/14	42
	Denver	(Denver, Adams, Arapahoe Counties, that portion of Westminster, CO located in Jefferson County, and Lone Tree, CO in Douglas County)			42
	Durango	La Plata (Seasonal-Peak)	5/15	9/30	38
	Durango	La Plata (Seasonal-Off)	10/1	5/14	38
	Fort Collins	Larimer (except Loveland)			34
	Glenwood Springs	Garfield (Seasonal-Peak)	5/15	10/15	30
	Glenwood Springs	Garfield (Seasonal-Off)	10/16	5/14	30
	Gunnison	Gunnison (except Crested Butte) (Seasonal-Peak)	5/15	9/30	34
	Gunnison	Gunnison (except Crested Butte) (Seasonal-Off)	10/1	5/14	34
	Jefferson County	Jefferson			34
	Loveland	City Limits of Loveland (See Larimer County)			30
	Montrose	Montrose			34
	Pueblo	Pueblo (Seasonal-Peak)	6/1	9/30	34
	Pueblo	Pueblo (Seasonal-Off)	10/1	5/31	34
	Silverthorne/Keystone	Summit			38
	Steamboat Springs	Routt			38
	Telluride	San Miguel (Seasonal-Peak)	12/20	9/30	46
	Telluride	San Miguel (Seasonal-Off)	10/1	12/19	46
	Trinidad	Las Animas			30
	Vail	Eagle (Seasonal-Peak)	12/1	3/31	46
	Vail	Eagle (Seasonal-Off)	4/1	11/30	46
CONNECTICUT	Bridgeport/Danbury	Fairfield			38
	Hartford	Hartford			42
	Lakeville/Salisbury	Litchfield			38
	Middlesex County	Middlesex			30
	New Haven	New Haven			38
	New London/Groton	New London (Seasonal-Peak)	5/1	10/31	34
	New London/Groton	New London (Seasonal-Off)	11/1	4/30	34
DELAWARE	Putnam/Danielson	Windham			30
	Dover	Kent (Seasonal-Peak)	5/25	9/4	34
	Dover	Kent (Seasonal-Off)	9/5	5/24	34
	Lewes	Sussex			42
	Wilmington	New Castle (Seasonal-Peak)	4/1	9/30	34

Appendix A to Colorado State Fiscal Rules - Prescribed Maximum Per Diem Rates for CONUS

State	Key City _1	County and/or other defined location _2,3	From	To	* M&IE rate
DISTRICT OF COLUMBIA	Wilmington	New Castle (Seasonal-Off)	10/1	3/31	34
	Washington	Washington, DC (also the cities of Alexandria, Falls Church, and Fairfax, and the counties of Arlington, Loudoun, and Fairfax in Virginia, and the counties of Montgomery and Prince George's in Maryland. (See also Maryland and Virginia)			46
FLORIDA	Altamonte Springs	Seminole			38
	Bradenton	Manatee (Seasonal-Peak)	1/1	4/30	30
	Bradenton	Manatee (Seasonal-Off)	5/1	12/31	30
	Cocoa Beach	Brevard			34
	Daytona Beach	Volusia (Seasonal-Peak)	2/1	8/31	38
	Daytona Beach	Volusia (Seasonal-Off)	9/1	1/31	38
	Fort Lauderdale	Broward (Seasonal-Peak)	12/15	4/30	42
	Fort Lauderdale	Broward (Seasonal-Off)	5/1	12/14	42
	Fort Myers	Lee (Seasonal-Peak)	1/15	4/15	42
	Fort Myers	Lee (Seasonal-Off)	4/16	1/14	42
	Fort Pierce	St. Lucie (Seasonal-Peak)	12/15	4/30	46
	Fort Pierce	St. Lucie (Seasonal-Off)	5/1	12/14	46
	Fort Walton Beach	Okaloosa (Seasonal-Peak)	5/1	10/31	38
	Fort Walton Beach	Okaloosa (Seasonal-Off)	11/1	4/30	38
	Gainesville	Alachua			34
	Gulf Breeze	Santa Rosa (Seasonal-Peak)	5/1	9/30	38
	Gulf Breeze	Santa Rosa (Seasonal-Off)	10/1	4/30	38
	Jacksonville/ Mayport	Duval County; Mayport Naval Station			34
	Key West	Monroe (Seasonal-Peak)	1/1	4/30	46
	Key West	Monroe (Seasonal-Off)	5/1	12/31	46
	Kissimmee	Osceola (Seasonal-Peak)	2/1	4/30	34
	Kissimmee	Osceola (Seasonal-Off)	5/1	1/31	34
	Lakeland	Polk			34
	Leesburg	Lake (Seasonal-Peak)	11/1	4/15	30
	Leesburg	Lake (Seasonal-Off)	4/16	10/31	30
	Miami	Dade (Seasonal-Peak)	1/1	4/15	42
	Miami	Dade (Seasonal-Off)	4/16	12/31	42
	Naples	Collier (Seasonal-Peak)	12/16	4/16	38
	Naples	Collier (Seasonal-Off)	4/16	12/15	38
	Ocala	Marion			30
	Orlando	Orange			42
	Palm Beach	Palm Beach (Seasonal-Peak)	1/1	4/30	46
	Palm Beach	Palm Beach (Seasonal-Off)	5/1	12/31	46
	Panama City	Bay			38
	Pensacola	Escambia			30
	Punta Gorda	Charlotte (Seasonal-Peak)	12/15	4/15	38
	Punta Gorda	Charlotte (Seasonal-Off)	4/16	12/14	38
	Sarasota	Sarasota	1/1	4/30	38
	Sarasota	Sarasota	5/1	12/31	38
	Sebring	Highlands			30
	St. Augustine	St. Johns			38
	Stuart	Martin			38
	Tallahassee	Leon			34
	Tampa/St. Petersburg	Pinellas and Hillsborough (Seasonal-Peak)	1/1	4/30	38
	Tampa/St. Petersburg	Pinellas and Hillsborough (Seasonal-Off)	5/1	12/31	38
	Vero Beach	Indian River (Seasonal-Peak)	12/15	4/15	38
	Vero Beach	Indian River (Seasonal-Off)	4/16	12/14	38
GEORGIA	Albany	Dougherty			34
	Athens	Clarke			34
	Atlanta	Fulton, Gwinnett			38
	Clayton County	Clayton			30
	Cobb County	Cobb			34
GEORGIA	Columbus	Muscogee			34
	Conyers	Rockdale			34
	DeKalb County	DeKalb			34
	Savannah	Chatham			38
IDAHO	Boise	Ada			38
	Coeur d'Alene	Kootenai			34
	Ketchum	Blaine (except Sun Valley) (Seasonal-Peak)	5/1	11/30	42

Appendix A to Colorado State Fiscal Rules - Prescribed Maximum Per Diem Rates for CONUS

State	Key City _1	County and/or other defined location _2,3	From	To	* M&IE rate
IDAHO	Ketchum	Blaine (except Sun Valley) (Seasonal-Off)	12/1	4/30	42
	McCall	Valley			38
ILLINOIS	Sun Valley	City limits of Sun Valley (See Blaine County)			42
	Aurora	Kane (except Elgin)			30
	Chicago	Cook, Lake			46
	DuPage County	DuPage			38
	Elgin	City Limits of Elgin (See Kane County)			30
	Rockford	Winnebago			30
INDIANA	Carmel	Hamilton			38
	Ft. Wayne	Allen			30
	Indianapolis	Marion County; Fort Benjamin Harrison			42
	Lafayette	Tippecanoe			30
	Michigan City	La Porte			34
	Nashville	Brown (Seasonal-Peak)	4/1	11/15	38
	Nashville	Brown (Seasonal-Off)	11/16	3/31	38
	South Bend	St. Joseph			34
IOWA	Valparaiso/Burlington Beach	Porter			34
	Cedar Rapids	Linn			34
	Des Moines	Polk			34
	Kansas City/Overland Park	Wyandotte and Johnson			38
KANSAS	Wichita	Sedgwick			38
	Covington	Kenton			38
KENTUCKY	Lexington	Fayette			30
	Louisville	Jefferson			38
LOUISIANA	Baton Rouge	East Baton Rouge Parish			38
	Gonzales	Ascension Parish			34
	Lake Charles	Calcasieu Parish			34
	New Orleans	Orleans, St. Bernard, Paquemine and Jefferson Parishes (Seasonal-Peak)	1/1	5/31	42
	New Orleans	Orleans, St. Bernard, Paquemine and Jefferson Parishes (Seasonal-Off)	6/1	12/31	42
	Shreveport/Bossier City	Caddo			38
	Slidell	St. Tammany			30
	St. Francisville	West Feliciana			38
MAINE	Bar Harbor	Hancock (Seasonal-Peak)	6/15	10/15	38
	Bar Harbor	Hancock (Seasonal-Off)	10/16	6/14	38
	Bath	Sagadahoc (Seasonal-Peak)	5/1	10/31	34
	Bath	Sagadahoc (Seasonal-Off)	11/1	4/30	34
	Kennebunk/Kittery/Sanford	York (Seasonal-Peak)	6/15	10/31	38
	Kennebunk/Kittery/Sanford	York (Seasonal-Off)	11/1	4/30	38
	Portland	Cumberland (Seasonal-Peak)	7/1	10/31	38
	Portland	Cumberland (Seasonal-Off)	11/1	6/30	38
	Rockport	Knox (Seasonal-Peak)	7/1	8/26	42
	Rockport	Knox (Seasonal-Off)	8/27	6/30	42
	Wiscasset	Lincoln (Seasonal-Peak)	7/1	10/31	38
	Wiscasset	Lincoln (Seasonal-Off)	11/1	6/30	38
MARYLAND	Annapolis	Anne Arundel			42
	Baltimore	Baltimore			42
	Columbia	Howard			42
	Frederick	Frederick			30
	Grasonville	Queen Annes			38
	Harford County	Harford County			38
	Lexington Park/Leonardtown/Lusby	St. Mary's, Calvert			34
	Ocean City	Worcester (Seasonal-Peak)	6/15	10/31	46
MARYLAND	Ocean City	Worcester (Seasonal-Off)	11/1	6/14	46
	St. Michaels	Talbot			42
MASSACHUSETTS	Andover	Essex			38
	Boston	Suffolk			46
	Cambridge	Middlesex (except Lowell)			46
	Falmouth	City limits of Falmouth (Seasonal-Peak)	6/1	9/30	38
	Falmouth	City limits of Falmouth (Seasonal-Off)	10/1	5/31	38
	Hyannis	Barnstable			38
	Lowell	City Limits of Lowell (except Cambridge) (See Middlesex County)			34

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State	Key City _1	County and/or other defined location _2,3	From	To	* M&IE rate
MASSACHUSETTS	Martha's Vineyard	Dukes (Seasonal-Peak)	6/1	10/15	46
	Martha's Vineyard	Dukes (Seasonal-Off)	10/16	5/31	46
	Nantucket	Nantucket (Seasonal-Peak)	6/15	10/15	46
	Nantucket	Nantucket (Seasonal-Off)	10/16	6/14	46
	New Bedford	City limits of New Bedford (See Bristol County) (Seasonal-Peak)	5/15	10/15	34
	New Bedford	City limits of New Bedford (See Bristol County) (Seasonal-Off)	10/16	5/14	34
	Northampton	Hampshire			34
	Pittsfield	Berkshire			38
	Plymouth	Plymouth (Seasonal-Peak)	6/15	10/15	34
	Plymouth	Plymouth (Seasonal-Off)	10/16	6/14	34
	Quincy	Norfolk			38
	Springfield	Hampden			34
	Taunton	Bristol (except New Bedford)			30
	Worcester	Worcester			34
MICHIGAN	Ann Arbor	Washtenaw			38
	Berrien County	Berrien			30
	Charlevoix	Charlevoix (Seasonal-Peak)	6/1	8/31	38
	Charlevoix	Charlevoix (Seasonal-Off)	9/1	5/31	38
	Detroit	Wayne			46
	East Lansing	City limits of East Lansing (See Ingham County)			38
	Frankenmuth	Saginaw			34
	Frankfort	Benzie			34
	Gaylord	Otsego			38
	Grand Rapids	Kent			34
	Holland	Ottawa			34
	Lansing	Ingham (Lansing and East Lansing)			38
	Leland	Leelanau			34
	Mackinac Island	Mackinac			46
	Midland	Midland			34
	Mount Pleasant	Isabella			34
	Muskegon	Muskegon (Seasonal-Peak)	5/1	8/31	30
	Muskegon	Muskegon (Seasonal-Off)	9/1	4/30	30
	Ontonagon	Ontonagon			30
	Petoskey	Emmet (Seasonal-Peak)	6/1	10/31	38
	Petoskey	Emmet (Seasonal-Off)	11/1	5/31	38
	Pontiac/Troy	Oakland			38
	Auburn Hills	Bay			38
	Sault Ste Marie	Chippewa (Seasonal-Peak)	5/15	10/15	34
	Sault Ste Marie	Chippewa (Seasonal-Off)	10/16	5/14	34
	South Haven	Van Buren			34
	Traverse City	Grand Traverse			42
	Warren	Macomb			34
MINNESOTA	Anoka County	Anoka			34
	Dakota County	Dakota			34
	Duluth	St. Louis (Seasonal-Peak)	6/1	10/31	42
	Duluth	St. Louis (Seasonal-Off)	11/1	5/31	42
	Minneapolis/St. Paul	Hennepin County and Ft. Snelling Military Reservation and Navy Astronautics Group (Detachment BRAVO and Ramsey County)			46
	Rochester	Olmsted			34
MISSISSIPPI	Bay St. Louis	Hancock (Seasonal-Peak)	4/1	10/31	38
	Bay St. Louis	Hancock (Seasonal-Off)	11/1	3/31	38
	Biloxi/Gulfport	Harrison			38
MISSISSIPPI	Robinsonville	Tunica			34
MISSOURI	Branson	Taney (Seasonal-Peak)	4/1	12/31	34
	Branson	Taney (Seasonal-Off)	1/1	3/31	34
	Hannibal	Marion			30
	Jefferson City	Cole			30
	Kansas City	Jackson, Clay and Kansas City International Airport			42
	Osage Beach	City Limits of Osage Beach (See Camden County)			30
	Platte County	Platte (except Kansas City International Airport)			34
	Springfield	Greene			30
	St. Louis	St. Charles, St. Louis			46
	Big Sky	Gallatin (except West Yellowstone Park)			46

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State	Key City _1	County and/or other defined location _2,3	From	To	* M&IE rate
MONTANA	Polson/Kalispell	Lake and Flathead (Seasonal-Off)	6/1	9/15	30
	Polson/Kalispell	Lake and Flathead (Seasonal-Peak)	9/16	5/31	30
	West Yellowstone	City Limits of West Yellowstone (See Gallatin County) (Seasonal-Peak)	6/1	9/30	34
	West Yellowstone	City Limits of West Yellowstone (See Gallatin County) (Seasonal-Off)	10/1	5/31	34
NEBRASKA	Omaha	Douglas			38
NEVADA	Incline Village/Crystal Bay	City Limits of Incline Village/Crystal Bay (Seasonal-Peak)	5/15	9/15	38
	Incline Village/Crystal Bay	City Limits of Incline Village/Crystal Bay (Seasonal-Off)	9/16	5/14	38
	Las Vegas	Clark, Nellis AFB			38
	Stateline	Douglas (See also South Lake Tahoe, CA)			42
NEW HAMPSHIRE	Concord	Merrimack (Seasonal-Peak)	5/1	10/31	34
	Concord	Merrimack (Seasonal-Off)	11/1	4/30	34
	Conway	Carroll			38
	Durham	Strafford			30
	Hanover/Sullivan County	Grafton, Sullivan			42
	Laconia	Belknap			34
	Manchester	Hillsborough			34
	Newington	Rockingham, Pease AFB (except Portsmouth) (Seasonal-Peak)	7/1	10/31	42
	Newington	Rockingham, Pease AFB (except Portsmouth) (Seasonal-Peak)	11/1	6/30	42
	Portsmouth	City Limits of Portsmouth (See Rockingham) (Seasonal -Peak)	1/1	10/15	42
NEW JERSEY	Portsmouth	City Limits of Portsmouth (See Rockingham) (Seasonal Off)	10/16	12/31	42
	Atlantic City	Atlantic (Seasonal-Peak)	6/1	11/30	42
	Atlantic City	Atlantic (Seasonal-Off)	12/1	5/31	42
	Cape May	Cape May (except Ocean City) (Seasonal-Peak)	6/1	11/30	42
	Cape May	Cape May (except Ocean City) (Seasonal-Off)	12/1	5/31	42
	Cherry Hill/Camden/Moorestown	Camden/Burlington			42
	Eatontown	Monmouth County;Fort Monmouth (except Freehold)			38
	Edison	Middlesex County (except Piscataway)			30
	Flemington	Hunterdon			34
	Freehold	City limits of Freehold (see Monmouth County)			34
	Millville	Cumberland			30
	Newark	Bergen, Essex, Hudson, Passaic			42
	Ocean City	City limits of Ocean City (See Cape May County) (Seasonal-Peak)	6/15	9/15	38
	Ocean City	City limits of Ocean City (See Cape May County) (Seasonal-Off)	9/16	6/14	38
	Parissippay/Picatinney	Morris			38
	Piscataway/Belle Mead	Somerset, City Limits of Piscataway			38
	Princeton/Trenton	Mercer			42
	Tom's River	Ocean (Seasonal-Peak)	5/15	9/15	38
	Tom's River	Ocean (Seasonal-Off)	9/16	5/14	38
	Union County	Union			38
NEW MEXICO	Albuquerque	Bernalillo			38
	Cloudcroft	Otero (Seasonal-Peak)	6/1	10/31	30
	Cloudcroft	Otero (Seasonal-Off)	11/1	5/31	30
	Los Alamos	Los Alamos			34
	Santa Fe	Santa Fe			46
	Taos	Taos			34
NEW YORK	Albany	Albany			42
	The Bronx/Brooklyn/Queens	The Bronx, Brooklyn and Queens			46
	Buffalo	Erie			42
NEW YORK	Glens Falls	Warren (Seasonal-Peak)	6/1	9/30	34
	Glens Falls	Warren (Seasonal-Off)	10/1	5/31	34
	Ithaca	Tompkins			34
	Kingston	Ulster			38
	Lake Placid	Essex (Seasonal-Peak)	6/15	10/15	38
	Lake Placid	Essex (Seasonal-Off)	10/16	6/14	38
	Manhattan	The borough of Manhattan			46
	Nassau County/Great Neck	Nassau			42
	Niagara Falls	Niagara (Seasonal-Peak)	5/1	10/31	34
	Niagara Falls	Niagara (Seasonal-Off)	11/1	4/30	34
	Nyack/Palisades	Rockland (Seasonal-Peak)	4/1	9/30	38
	Nyack/Palisades	Rockland (Seasonal-Off)	10/1	3/31	38
	Owego	Tioga			30

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State	Key City _1	County and/or other defined location _2,3	From	To	* M&IE rate
NEW YORK	Poughkeepsie	Dutchess			38
	Rochester	Monroe			42
	Saratoga Springs	Saratoga (Seasonal-Peak)	7/1	10/31	38
	Saratoga Springs	Saratoga (Seasonal-Off)	11/1	6/30	38
	Staten Island	Richmond			42
	Suffolk County	Suffolk			38
	Syracuse	Onondaga			34
	Tarrytown	Westchester (except White Plains)			42
	Waterloo/Romulus	Seneca (Seasonal-Peak)	6/15	9/15	34
	Waterloo/Romulus	Seneca (Seasonal-Off)	9/16	6/14	34
	Watkins Glen	Schuyler			34
	West Point	Orange County			34
	White Plains	City limits of White Plains (see Westchester County)			42
NORTH CAROLINA	Atlantic Beach	Carteret (Seasonal-Peak)	6/1	8/31	30
	Atlantic Beach	City limits of Atlantic Beach (Seasonal-Off)	9/1	5/31	30
	Chapel Hill	Orange			38
	Charlotte	Mecklenburg			38
	Cherokee	Swain (Seasonal-Peak)	4/1	10/31	30
	Cherokee	Swain (Seasonal-Off)	11/1	3/31	30
	Fayetteville	Cumberland			34
	Greensboro	Guilford			38
	Kill Devil	Dare (Seasonal-Peak)	5/1	9/30	38
	Kill Devil	Dare (Seasonal-Off)	10/1	2/28	38
	Kill Devil	Dare (Seasonal-Shoulder 1)	3/1	4/30	38
	New Bern/Havelock	Craven			34
	Raleigh	Wake			38
	Research Triangle Park Durham	Durham			42
	Wilmington	New Hanover (Seasonal-Peak)	4/1	9/15	34
OHIO	Wilmington	New Hanover (Seasonal-Off)	9/16	3/31	34
	Winston-Salem	Forsyth			38
	Akron	Summitt			38
	Bellevue	Huron			30
	Cambridge	Guernsey			34
	Cincinnati	Hamilton, Warren			46
	Cleveland	Cuyahoga			42
	Columbus	Franklin			38
	Dayton	Montgomery, Wright-Patterson AFB			30
	Fairborn	Greene			34
	Geneva	Ashtabula			34
	Hamilton	Butler			34
	Lancaster	Fairfield			30
	Port Clinton/Oakharbor	Ottawa (Seasonal-Peak)	6/1	9/5	34
	Port Clinton/Oakharbor	Ottawa (Seasonal-Off)	9/6	5/31	34
OKLAHOMA	Sandusky	Erie (Seasonal-Peak)	5/1	9/5	38
	Sandusky	Erie (Seasonal-Off)	9/6	4/30	38
	Toledo	Lucas			30
	OKLAHOMA	OKLAHOMA City			38
OREGON	Ashland	Jackson			42
	Beaverton	Washington			38
	Bend	Deschutes (Seasonal-Peak)	6/1	9/30	38
	Bend	Deschutes (Seasonal-Off)	10/1	5/31	38
	Clackamas	Clackamas			34
	Crater Lake	Klamath			38
	Eugene	Lane (except Florence)			38
	Florence	City limits of Florence (see Lane County)			34
	Gold Beach	Curry			30
	Lincoln City/Newport	Lincoln			34
	Portland	Multnomah			38
	Seaside	Clatsop (Seasonal-Peak)	7/1	8/31	34
	Seaside	Clatsop (Seasonal-Off)	9/1	6/30	34
PENNSYLVANIA	Allentown	Lehigh			30
	Chester/Radnor/Essington	Delaware (except Wayne)			34
	Easton	Northampton			34
	Erie	Erie			30

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State	Key City _1	County and/or other defined location _2,3	From	To	* M&IE rate
PENNSYLVANIA	Gettysburg	Adams (Seasonal-Peak)	5/1	10/31	34
	Gettysburg	Adams (Seasonal-Off)	11/1	4/30	34
	Harrisburg	Dauphin (except Hershey)			42
	Hershey	City limits of Hershey (See Dauphin County) (Seasonal-Peak)	6/1	9/15	42
	Hershey	City limits of Hershey (See Dauphin County) (Seasonal-Off)	9/16	5/31	42
	King Prussia/Ft. Washington/Bala/CYNWYD	Montgomery (Seasonal-Peak)	4/1	11/30	42
	King Prussia/Ft. Washington/Bala/CYNWYD	Montgomery (Seasonal-Off)	12/1	3/31	42
	Lancaster	Lancaster (Seasonal-Peak)	5/1	10/31	38
	Lancaster	Lancaster (Seasonal-Off)	11/1	4/30	38
	Malvern/Downingtn/Valley Forge	Chester			38
	Mechanicsburg	Cumberland			34
	Philadelphia	Philadelphia			46
	Pittsburgh	Allegheny			46
	Reading	Berks			38
	Scranton	Lackawanna			30
	Warminster	Bucks, Naval Air Development Center			42
	Wayne	City limits of Wayne (See Delaware County)			42
RHODE ISLAND	East Greenwich	Kent County; Naval Construction, Battalion Center, Davisville			38
	Newport	Newport (Seasonal-Peak)	4/1	12/31	42
	Newport	Newport (Seasonal-Off)	1/1	3/31	42
	North Kingstown	Washington			30
	Providence	Providence			42
SOUTH CAROLINA	Aiken	Aiken			30
	Charleston/Berkeley County	Charleston, Berkeley			42
	Columbia	Richland			30
	Greenville	Greenville			38
	Hilton Head	Beaufort (Seasonal-Peak)	3/15	9/30	42
	Hilton Head	Beaufort (Seasonal-Off)	10/1	3/14	42
	Myrtle Beach	Horry County; Myrtle Beach AFB (Seasonal-Peak)	3/1	11/30	42
	Myrtle Beach	Horry County; Myrtle Beach AFB (Seasonal-Off)	12/1	2/28	42
SOUTH DAKOTA	Custer	Custer (Seasonal-Peak)	6/15	8/19	30
	Custer	Custer (Seasonal-Off)	8/20	6/14	30
	Hot Springs	Fall River (Seasonal-Peak)	6/15	10/15	30
	Hot Springs	Fall River (Seasonal-Off)	10/16	6/14	30
	Rapid City	Pennington (Seasonal-Peak)	5/15	9/30	34
	Rapid City	Pennington (Seasonal-Off)	10/1	5/14	34
	Sturgis	Meade (Seasonal-Peak)	6/15	8/15	30
	Sturgis	Meade (Seasonal-Off)	8/16	6/14	30
TENNESSEE	Alcoa/Townsend	Blount			34
	Gatlinburg	Servier (Seasonal-Peak)	5/1	10/31	38
	Gatlinburg	Servier (Seasonal-Off)	11/1	4/30	38
	Memphis	Shelby			38
	Murfreesboro	Rutherford			30
	Nashville	Davidson			42
	Townsend	City Limits of Townsend (See Blount County)			34
TEXAS	Williamson County	Williamson			30
	Amarillo	Potter			30
	Arlington	Tarrant			34
	Austin	Travis			38
	Bryan	Brazos (except College Station)			30
	College Station	City Limits of College Station (See Brazos County)			34
	Corpus Christi	Nueces			38
	Dallas	Dallas			46
	El Paso	El Paso			38
	Fort Davis	Jeff Davis			30
	Fort Worth	City limits of Fort Worth			38
	Galveston	Galveston			42
	Granbury	Hood			30
	Houston	Harris, L.B. Johnson Space Center and Ellington AFB			42
	Killeen	Bell			30
	Laredo	Webb			30

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State	Key City _1	County and/or other defined location _2,3	From	To	* M&IE rate
TEXAS	McAllen	Hidalgo			34
	Plano	Collin			34
	San Antonio	Bexar			42
	South Padre Island	Cameron (Seasonal-Peak)	3/1	8/15	38
	South Padre Island	Cameron (Seasonal-Off)	8/16	2/28	38
UTAH	Waco	McLennan			30
	Bull Frog	Garfield			30
	Cedar City	Iron			34
	Moab	Grand (Seasonal-Peak)	3/15	10/31	34
	Moab	Grand (Seasonal-Off)	11/1	3/14	34
	Ogden/Layton/Davis	Weber and Davis (Seasonal-Peak)	1/15	2/28	34
	Ogden/Layton/Davis	Weber and Davis (Seasonal-Off)	3/1	1/14	34
	Park City	Summit (Seasonal-Peak)	12/15	3/31	46
	Park City	Summit (Seasonal-Off)	4/1	12/14	46
	Provo	Utah (Seasonal-Peak)	1/15	2/28	38
	Provo	Utah (Seasonal-Off)	3/31	10/31	38
	Provo	Utah (Seasonal-Shoulder-1)	11/1	1/14	38
	Salt Lake City	Salt Lake and Dugway Proving Ground and Tooele Army Depot (Seasonal-Peak)	1/15	2/28	42
	Salt Lake City	Salt Lake and Dugway Proving Ground and Tooele Army Depot (Seasonal-Off)	3/1	1/14	42
VERMONT	Burlington/St. Albans	Chittenden and Franklin			38
	Manchester	Bennington			42
	Middlebury	Addison			38
	Montpelier	Washington			30
	White River Junction	Windsor (Seasonal-Peak)	9/15	10/31	34
	White River Junction	Windsor (Seasonal-Off)	11/1	9/14	34
VIRGINIA	*Denotes independent cities				
	Charlottesville	Chase City			42
	Colonial Heights	Colonial Heights			30
	Dinwiddie County	Dinwiddie County			30
	Hopewell	(Independent City)			30
	Lynchburg*				38
	Manassas/Woodbridge	Prince William			34
	Petersburg	(Independent City)			30
	Prince George	Prince George County			30
	Richmond	Chesternfield, Henrico, and Defense Supply Center			38
	Roanoke*				34
	Virginia Beach	Virginia Beach (also Norfolk, Portsmouth and Chesapeake)* (Seasonal-Peak)	4/1	10/31	38
	Virginia Beach	Virginia Beach (also Norfolk, Portsmouth and Chesapeake)* (Seasonal-Off)	11/1	3/31	38
	Wallops Island	Accomack	6/1	9/5	34
	Wallops Island	Accomack	9/6	5/31	34
VIRGINIA	Williamsburg*	Williamsburg (also Hampton, Newport News, York County, Naval Weapons Station, Yorktown)* (Seasonal-Peak)	4/1	10/31	38
	Williamsburg*	Williamsburg (also Hampton, Newport News, York County, Naval Weapons Station, Yorktown)* (Seasonal-Off)	11/1	3/31	38
	Wintergreen	Nelson			46
WASHINGTON	Anacortes	Skagit and Island			38
	Bremerton	Kitsap			34
	Everett	Snohomish (except Lynnwood)			38
	Friday Harbor	San Juan (Seasonal-Peak)	5/1	9/30	42
	Friday Harbor	San Juan (Seasonal-Off)	10/1	4/30	42
	Lynnwood	City limits of Lynnwood (See Snohomish County)			34
	Ocean Shores	Grays Harbor (Seasonal-Peak)	4/1	9/30	38
	Ocean Shores	Grays Harbor (Seasonal-Off)	10/1	3/31	38
	Olympia/Tumwater	Thurston			38
	Port Angeles	City limits of Port Angeles (see Clallam County)			38
	Port Townsend	Jefferson			34
	Seattle	King			46
	Sequim	Clallam, except Port Angeles (Seasonal-Peak)	6/29	9/1	34
	Sequim	Clallam, except Port Angeles (Seasonal-Off)	9/2	6/28	34
	Spokane	Spokane			38

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State	Key City _1	County and/or other defined location _2,3	From	To	* M&IE rate
WEST VIRGINIA	Berkeley Springs	Morgan			34
	Charleston	Kanawha			38
	Martinsburg/Hedgesville	Berkeley			30
	Morgantown	Monongalia			34
	Shepherdstown	Jefferson			38
WEST VIRGINIA	Wheeling	Ohio			34
WISCONSIN	Brookfield	Waukesha			38
	Green Bay	Brown			34
	Lake Geneva	Walworth (Seasonal-Peak)	6/1	9/4	38
	Lake Geneva	Walworth (Seasonal-Off)	9/5	5/31	38
	Madison	Dane			38
	Milwaukee	Milwaukee			42
	Racine	Racine			30
	Sheboygan	Sheboygan			30
	Sturgeon Bay	Door (Seasonal-Peak)	5/15	10/15	34
	Sturgeon Bay	Door	10/16	5/14	34
	Wisconsin Dells	Columbia (Seasonal-Peak)	6/1	9/30	38
	Wisconsin Dells	Columbia (Seasonal-Off)	10/1	5/31	38
	Cody	Park (Seasonal-Peak)	5/15	10/15	30
	Cody	Park (Seasonal-Off)	10/16	5/14	30
	Jackson	Teton (Seasonal-Peak)	11/1	9/15	42
	Jackson	Teton (Seasonal-Off)	9/16	10/31	42
_1 Unless otherwise specified, the per diem locality is defined as "all locations within, or entirely surrounded by, the corporate limits of the key city, including independent entities located within those boundaries."					
_2 Per diem localities with county definitions shall include "all locations within, or entirely surrounded by, the corporate limits of the key city as well as the boundaries of the listed counties, including independent entities located within the boundaries of the key city and the listed counties."					
_3 When a military installation or government-related facility (whether or not specifically named) is located partially within more than one city or county boundary, the applicable per diem rate for the entire installation or facility is the higher of the two rates which apply to the cities and/or counties, even though part(s) of such activities may be located outside the defined per diem locality.					

Appendix A to Colorado State Fiscal Rules - Prescribed Maximum Per Diem Rates for CONUS

State	Key City _1	County and/or other defined location _2,3	From	To	* M&IE rate
_4 Federal agencies may submit a request to GSA for review of the costs covered by per diem in a particular city or area where the standard CONUS rate applies when travel to that location is repetitive or on a continuing basis and travelers' experiences indicate that the prescribed rate is inadequate. Other per diem localities listed in this appendix will be reviewed on an annual basis by GSA to determine whether rates are adequate. Requests for per diem rate adjustments shall be submitted by the agency headquarters office to the General Services Administration, Office of Governmentwide Policy, Attn: Travel and Transportation Management Policy Division(MTT), Washington, DC 20405. Agencies should designate an individual responsible for reviewing, coordinating and submitting to GSA any requests from bureaus or subagencies. Requests for rate adjustments shall include a city designation, a description of the surrounding location involved (county or other defined area) and a recommended rate supported by a statement explaining the circumstances that cause the existing rate to be inadequate. The request also must contain an estimate of the annual number of trips to the location, the average duration of such trips, and the primary purpose of travel to the locations. Agencies should submit their requests to GSA no later than May 1 in order for a city to be included in the annual review.					
_5 The standard CONUS rate of \$80 (\$50 for lodging and \$30 for M&IE) applies to all per diem localities in the State of North Dakota.					

Appendix B, RULE 5-1 (TRAVEL)

MAXIMUM ALLOWABLE MEAL PER DIEM RATES FOR TRAVEL TO ALASKA, HAWAII, the COMMONWEALTHS OF PUERTO RICO and the NORTHERN MARIANA ISLANDS, and Possessions of the UNITED STATES

Effective December 1, 2001

<u>State</u>	<u>Key City,^{1,2,3}</u>	<u>Effective Dates</u>	<u>Maximum Allowance</u>
Alaska	Anchorage (Incl. Nav.Res.)	05/01 - 09/15	65
		9/16 - 04/30	57
	Barrow		75
	Bethel		63
	Clear AB		55
	Cold Bay		44
	Cold Foot		71
	Copper Center		49
	Cordova		72
	Craig	05/01 - 08/31	65
		09/01 - 04/30	64
	Deadhorse		67
	Delta Junction		50
	Denali National Park	06/01 - 08/31	66
		09/01 - 05/31	63
	Dillingham		60
	Dutch Harbor-Unalaska		67
	Eareckson Air Station		55
	Eielson AFB	05/01 - 09/15	66
		09/16 - 04/30	58
	Elmendorf AFB	05/01 - 09/15	65
		09/16 - 04/30	57
	Fairbanks	05/01 - 09/15	66
		09/16 - 04/30	58
	Ft. Greely		50
	Ft. Richardson	05/01 - 09/15	65
		09/16 - 04/30	57
	Ft. Wainwright	05/01 - 09/15	66
		09/16 - 04/30	58
	Glennallen	05/01 - 09/30	61
		10/01 - 04/30	56
	Healy	06/01 - 08/31	66
		09/01 - 05/31	63
	Homer	05/15 - 09/15	67
		09/16 - 05/14	63
	Juneau		65
	Kaktovik		75
	Kavik Camp		69
	Kenai-Soldotna	04/01 - 10/31	69
		11/01 - 03/31	65
	Kennicott		71
	Ketchikan		64

<u>State</u>	<u>Key City</u> ^{1,2,3}	<u>Effective Dates</u>	<u>Maximum Allowance</u>
Alaska	King Salmon	05/01 - 10/01	80
		10/02 - 04/30	73
	Klawock	05/01 - 08/31	65
		09/01 - 04/30	64
	Kodiak		70
	Kotzebue	05/01 - 08/31	69
		09/01 - 04/30	55
	Kulis Ags	05/01 - 09/15	65
		09/16 - 04/30	57
	McCarthy		71
	Metlakatla	05/30 - 10/01	56
		10/02 - 05/29	54
	Murphy Dome	05/01 - 09/15	66
		09/16 - 04/30	58
	Nome		64
	Nuiqsut		53
	Point Hope		70
	Point Lay		67
	Prudhoe Bay		67
	Seward	05/31 - 09/30	66
		10/01 - 05/30	61
	Sitka-Mt. Edgecombe	05/16 - 09/16	73
		09/17 - 05/17	72
	Skagway		64
	Spruce Cape		70
	Tanana		64
	Umiat		78
	Valdez	05/01 - 10/01	69
		10/02 - 04/30	68
	Wainwright		51
	Wasilla		60
	Wrangell		64
	Yakutat		68
	Other		55
American Samoa			67
Guam	(Incl. All Mil. Instal.)		71
Hawaii	Camp H M Smith		65
	Eastpac Naval Comp Tele Area		65
	Ft. Derussey		65
	Ft. Shafter		65
	Hickam AFB		65
	Honolulu Nav & MC Reserve Center		65
	Hilo		58
	Other Locations		54
	Isle of Kauai	05/01 - 11/30	69
		12/01 - 04/30	73
Island of Hawaii	Isle of Kure		41
	Isle of Maui		72
	Isle of Oahu		65
	Kekaha Pacific Missile Range FAC	05/01 - 11/30	69
		12/01 - 04/30	73

Effective 12/1/01

<u>State</u>	<u>Key City</u> ^{1,2,3}	<u>Effective Dates</u>	<u>Maximum Allowance</u>
Island of Hawaii	Kilauea Military Camp		58
	Lulualei Naval Magazine		65
	MCB Hawaii		65
	NAS Barbers Point		65
	Pearl Harbor (Including all Military)		65
	Schofield Barracks		65
	Wheeler Army Airfield		65
	Other		61
Johnston Atoll			16
Midway Islands			47
Northern Mariana Islands	Rota		72
	Saipan		87
	Other		72
Puerto Rico	Bayamon	04/11 - 12/23	71
		12/24 - 04/10	75
	Carolina	04/11 - 12/23	71
		12/24 - 04/10	75
	Fajardo		54
	Fort Buchanan	04/11 - 12/23	71
		12/24 - 04/10	75
	Humacao		54
	Luis Munoz Marin IAP AGS	04/11 - 12/23	71
		12/24 - 04/10	75
	Mayaguez		59
	Ponce		69
	Roosevelt Roads		54
	Sabana Seca	04/11 - 12/23	71
		12/24 - 04/10	75
	San Juan & Nav Res Sta	04/11 - 12/23	71
		12/24 - 04/10	75
	Other Locations		57
Virgin Islands of the U.S.	St. Croix	04/15 - 12/14	72
		12/15 - 04/14	76
	St. John	04/15 - 12/14	84
		12/15 - 04/14	100
	St. Thomas	04/15 - 12/14	73
		12/15 - 04/14	86
Wake Island			32

¹Unless otherwise specified, the per diem locality is defined as "all locations within, or entirely surrounded by, the corporate limits, including independent entities located within those boundaries."

Effective 12/1/01

²Per diem localities with county definitions shall include "all locations within, or entirely surrounded by, the corporate limits of the key city as well as the boundaries of the listed counties, including independent entities located within the boundaries of the key city and the listed counties."

³Military installations or government-related facilities (whether or not specifically named) that are located partially within the city or county boundary shall include "all locations that are geographically part of the military installation or government-related facility, even though part(s) of such activities may be located outside the defined per diem locality."

Appendix C, RULE 5-1 (TRAVEL)

MAXIMUM ALLOWABLE MEAL PER DIEM RATES FOR TRAVEL TO FOREIGN COUNTRIES

EFFECTIVE DECEMBER 1, 2001

Country	Location	Season Begin	Season End	M&IE
Afghanistan	[Other]			50
Afghanistan	Kabul			100
Albania	[Other]			25
Albania	Tirana			66
Algeria	[Other]			39
Algeria	Algiers			63
Andorra	Andorra			73
Angola	[Other]			129
Angola	Luanda			129
Antigua and Barbuda	[Other]	16-Apr	14-Dec	18
Antigua and Barbuda	[Other]	15-Dec	15-Apr	18
Antigua and Barbuda	Antigua and Barbuda	15-Dec	15-Apr	91
Antigua and Barbuda	Antigua and Barbuda	16-Apr	14-Dec	84
Argentina	[Other]			56
Argentina	Buenos Aires			106
Armenia	[Other]			50
Armenia	Yerevan			50
Ascension Island	Ascension Island			22
Australia	[Other]			60
Australia	Adelaide			69
Australia	Cairns			64
Australia	Canberra			71
Australia	Melbourne			75
Australia	Perth			79
Australia	Sydney			90
Austria	[Other]			64
Austria	Innsbruck			67
Austria	Linz			65
Austria	Salzburg			62
Austria	Vienna			60
Azerbaijan	[Other]			105
Azerbaijan	Baku			105
Azores	[Other]	1-Apr	31-Oct	41
Azores	[Other]	1-Nov	31-Mar	40
Azores	Faial Island	1-Apr	31-Oct	46
Azores	Faial Island	1-Nov	31-Mar	45
Azores	Ponta Delgada	1-Apr	30-Sep	56
Azores	Ponta Delgada	1-Oct	31-Mar	55
Azores	Sao Miguel Island	1-Apr	30-Sep	56
Azores	Sao Miguel Island	1-Oct	31-Mar	55
Bahamas, The	[Other]			85
Bahamas, The	Andros Island			85

Effective December 1, 2001

Country	Location	Season Begin	Season End	M&IE
Bahamas, The	Andros Island (AUTEC)			10
Bahamas, The	Eleuthera Island			87
Bahamas, The	Grand Bahama Island	15-Dec	15-Apr	102
Bahamas, The	Grand Bahama Island	16-Apr	14-Dec	98
Bahamas, The	Nassau	17-Nov	16-Jun	132
Bahamas, The	Nassau	17-Jun	16-Nov	128
Bahrain	Bahrain			96
Balearic Islands	Balearic Islands			74
Bangladesh	[Other]			45
Bangladesh	Dhaka			58
Barbados	Barbados	16-Apr	14-Dec	97
Barbados	Barbados	15-Dec	15-Apr	109
Belarus	[Other]			49
Belarus	Minsk			49
Belgium	[Other]			60
Belgium	Antwerp			70
Belgium	Bertrix			31
Belgium	Brugge			70
Belgium	Brussels			79
Belgium	Diegem			79
Belgium	Florennes			31
Belgium	Gent			43
Belgium	Gosselies			58
Belgium	Herstal			35
Belgium	Leuven			52
Belgium	Liege			35
Belgium	Mons			58
Belgium	Ostende			70
Belgium	SHAPE/Chievres			58
Belgium	Zaventem			79
Belize	[Other]			80
Belize	Belize City			80
Benin	[Other]			39
Benin	Cotonou			47
Bermuda	Bermuda	1-Dec	31-Mar	121
Bermuda	Bermuda	1-Apr	30-Nov	125
Bhutan	Bhutan			19
Bolivia	[Other]			29
Bolivia	Cochabamba			38
Bolivia	La Paz			41
Bolivia	Santa Cruz			39
Bosnia-Herzegovina	[Other]			54
Bosnia-Herzegovina	Sarajevo			54
Botswana	[Other]			47
Botswana	Gaborone			47
Botswana	Kasane			35
Botswana	Selebi Phikwe			47
Brazil	[Other]			56

Effective December 1, 2001

Country	Location	Season Begin	Season End	M&IE
Brazil	Angra dos Reis			61
Brazil	Belem			67
Brazil	Belo Horizonte			76
Brazil	Brasilia			62
Brazil	Campinas			64
Brazil	Campo Grande			48
Brazil	Curitiba			73
Brazil	Fortaleza			61
Brazil	Foz do Iguacu			57
Brazil	Goiania			82
Brazil	Joao Pessoa			50
Brazil	Manaus			63
Brazil	Natal			55
Brazil	Peixoto			32
Brazil	Porto Alegre			54
Brazil	Recife, Pernambuco			73
Brazil	Ribeirao Preto			62
Brazil	Rio de Janeiro			77
Brazil	Salvador da Bahia			43
Brazil	Sao Luis			56
Brazil	Sao Paulo			82
Brazil	Teresina			55
British West Indies	[Other]	1-Dec	30-Apr	58
British West Indies	[Other]	1-May	30-Nov	55
British West Indies	Anguilla	1-Dec	30-Apr	115
British West Indies	Anguilla	1-May	30-Nov	100
British West Indies	Cayman Islands	1-Dec	30-Apr	83
British West Indies	Cayman Islands	1-May	30-Nov	80
British West Indies	Virgin Islands, British	1-Dec	30-Apr	62
British West Indies	Virgin Islands, British	1-May	30-Nov	57
Brunei	[Other]			48
Brunei	Bandar Seri Begawan			82
Bulgaria	[Other]			46
Bulgaria	Bourgas			25
Bulgaria	Plovdiv			22
Bulgaria	Ruse			32
Bulgaria	Sofia			59
Bulgaria	Varna			55
Burkina	[Other]			29
Burkina	Bobo Dioulasso			29
Burkina	Ouagadougou			41
Burma	[Other]			24
Burma	Rangoon			58
Burundi	[Other]			60
Burundi	Bujumbura			60
Cambodia	[Other]			30
Cambodia	Phnom Penh			67
Cambodia	Siem Riep			30

Effective December 1, 2001

Country	Location	Season Begin	Season End	M&IE
Cameroon	[Other]			16
Cameroon	Douala			58
Cameroon	Yaounde			59
Canada	[Other]			55
Canada	Banff	1-May	31-Oct	51
Canada	Banff	1-Nov	30-Apr	47
Canada	Calgary			68
Canada	Dartmouth			61
Canada	Edmonton			53
Canada	Fredericton			49
Canada	Gander, Newfoundland			44
Canada	Halifax			61
Canada	Mississauga			55
Canada	Moncton			75
Canada	Montreal			64
Canada	Northwest Territories			53
Canada	Ottawa			56
Canada	Prince Edward Island	23-May	31-Oct	58
Canada	Prince Edward Island	1-Nov	22-May	54
Canada	Quebec	1-May	30-Sep	95
Canada	Quebec	1-Oct	30-Apr	84
Canada	Richmond	1-May	15-Oct	76
Canada	Richmond	16-Oct	30-Apr	73
Canada	Saint John's	1-Jan	31-Dec	76
Canada	Sidney	16-Oct	30-Apr	74
Canada	Sidney	1-May	15-Oct	80
Canada	Toronto	1-May	31-Dec	76
Canada	Toronto	1-Jan	30-Apr	74
Canada	Vancouver	1-May	15-Oct	87
Canada	Vancouver	16-Oct	30-Apr	81
Canada	Victoria	1-May	15-Oct	80
Canada	Victoria	16-Oct	30-Apr	74
Canada	Winnipeg			49
Canary Islands	Canary Islands			35
Cape Verde	[Other]			46
Cape Verde	Boa Vista Island			46
Cape Verde	Praia			71
Cape Verde	Sal Island			82
Cape Verde	Sao Tiago Island			23
Cape Verde	Sao Vicente Island			67
Central African Republic	[Other]			61
Central African Republic	Bangui			61
Chad	[Other]			23
Chad	Ndjamena			63
Chagos Archipelago	Chagos Archipelago			29
Chile	[Other]			85
Chile	Santiago			85
China	[Other]			51

Effective December 1, 2001

Country	Location	Season Begin	Season End	M&IE
China	Beijing			81
China	Chengdu			80
China	Chongqing			83
China	Dalian			64
China	Fuzhou			57
China	Guangzhou			101
China	Hangzhou			52
China	Harbin			82
China	Kunming			75
China	Lhasa			100
China	Nanjing			66
China	Shanghai			105
China	Shantou			50
China	Shenyang			79
China	Shenzhen			57
China	Tianjin			88
China	Xiamen			52
China	Xian			55
Cocos (Keeling) Islands	Cocos Islands			50
Colombia	[Other]			35
Colombia	Barranquilla			65
Colombia	Bogota			52
Colombia	Buenaventura			78
Colombia	Cali			76
Colombia	Cartagena			84
Colombia	Medellin			71
Colombia	San Andres			69
Colombia	Santa Marta			46
Comoros	[Other]			45
Comoros	Moroni			81
Congo	[Other]			57
Congo	Brazzaville			57
Congo, Democratic Republic	[Other]			117
Congo, Democratic Republic	Bukavu			147
Congo, Democratic Republic	Goma			134
Congo, Democratic Republic	Kinshasa			114
Congo, Democratic Republic	Lubumbashi			117
Congo, Democratic Republic	Mbuji Mayi, Kasai			109
Cook Islands	[Other]			39
Cook Islands	Rarotonga			39
Costa Rica	[Other]			73
Costa Rica	San Jose			73
Cote D'Ivoire	[Other]			30
Cote D'Ivoire	Abidjan			46
Cote D'Ivoire	Yamoussoukro			47
Croatia	[Other]			66
Croatia	Zagreb			66
Cuba	[Other]			56

Effective December 1, 2001

Country	Location	Season Begin	Season End	M&IE
Cuba	Guantanamo Bay			32
Cuba	Havana			78
Cyprus	[Other]	16-Mar	15-Nov	45
Cyprus	[Other]	16-Nov	15-Mar	44
Cyprus	Limassol			57
Cyprus	Nicosia			63
Czech Republic	[Other]			41
Czech Republic	Prague			76
Denmark	[Other]			67
Denmark	Aalborg			86
Denmark	Copenhagen			80
Djibouti	[Other]			102
Djibouti	Djibouti City			102
Dominica	Dominica			77
Dominican Republic	[Other]			47
Dominican Republic	La Romana	21-Dec	16-Apr	85
Dominican Republic	La Romana	17-Apr	20-Dec	81
Dominican Republic	Puerto Plata	22-Dec	18-Apr	67
Dominican Republic	Puerto Plata	19-Apr	21-Dec	67
Dominican Republic	Santo Domingo	1-Jan	31-Dec	73
Dominican Republic	Sosua	22-Dec	18-Apr	67
Dominican Republic	Sosua	19-Apr	21-Dec	67
East Timor	East Timor			48
Easter Island	Easter Island			66
Ecuador	[Other]			47
Ecuador	Cuenca			31
Ecuador	Guayaquil			57
Ecuador	Manta			47
Ecuador	Quito			60
Egypt	[Other]			47
Egypt	Alexandria			56
Egypt	Aswan			54
Egypt	Bir Taba			42
Egypt	Cairo			70
Egypt	El Arish			50
Egypt	Hurghada			52
Egypt	Luxor	1-Oct	30-Apr	61
Egypt	Luxor	1-May-01	30-Sep	54
Egypt	Marsa Matrouh			49
Egypt	MFO Bases			4
Egypt	Port Said			56
Egypt	Sharm el Sheikh			53
Egypt	Sidi Abdel Rahman			51
Egypt	St. Catherine			52
El Salvador	[Other]			32
El Salvador	San Salvador			61
Equatorial Guinea	[Other]			45
Equatorial Guinea	Malabo			45

Effective December 1, 2001

Country	Location	Season Begin	Season End	M&IE
Eritrea	[Other]			26
Eritrea	Asmara			34
Estonia	[Other]			62
Estonia	Tallinn			62
Ethiopia	[Other]			20
Ethiopia	Addis Ababa			61
Falkland Islands	Falkland Islands			78
Faroe Islands	Faroe Islands			52
Fiji	[Other]			39
Fiji	Korolevu			71
Fiji	Nadi			71
Fiji	Suva			62
Finland	[Other]			68
Finland	Helsinki			93
France	[Other]			68
France	Aix-en-Provence			74
France	Bordeaux			75
France	Cannes	1-Nov	31-Mar	83
France	Cannes	1-Apr	31-Oct	85
France	Clermont-Ferrand			78
France	Istres			74
France	Lille			82
France	Lyon			91
France	Marignane			63
France	Marseille			93
France	Metz			69
France	Montpellier			70
France	Mulhouse			81
France	Nancy			81
France	Nice			94
France	Paris			80
France	Sevres			70
France	Strasbourg			73
France	Suresnes			70
France	Toulouse			84
French Guiana	French Guiana			63
French Polynesia	French Polynesia			114
Gabon	[Other]			50
Gabon	Libreville			67
Gambia, The	[Other]			19
Gambia, The	Banjul	1-Nov	30-Apr	32
Gambia, The	Banjul	1-May	31-Oct	31
Georgia, Republic of	[Other]			73
Georgia, Republic of	Tbilisi			73
Germany	[Other]			49
Germany	Aachen			59
Germany	Bad Honnef			69
Germany	Berlin			88

Effective December 1, 2001

Country	Location	Season Begin	Season End	M&IE
Germany	Boeblingen			72
Germany	Bonames			65
Germany	Bonn			69
Germany	Bremen			47
Germany	Chemnitz			63
Germany	Cologne			81
Germany	Delmenhorst			47
Germany	Dresden			68
Germany	Duesseldorf			86
Germany	Echterdingen			72
Germany	Erfurt			55
Germany	Erlangen			47
Germany	Eschborn			65
Germany	Essen			43
Germany	Esslingen			72
Germany	Frankfurt am Main			65
Germany	Fuerth			47
Germany	Garmisch-Partenkirchen			60
Germany	Germering			43
Germany	Giebelstadt			45
Germany	Hamburg			68
Germany	Hannover			40
Germany	Heidelberg			52
Germany	Herongen			86
Germany	Herrsching			43
Germany	Herzogenaurach			47
Germany	Hoechst			65
Germany	Ingolstadt			54
Germany	Kaiserslautern, Landkreis			55
Germany	Kalkar			86
Germany	Kitzingen			44
Germany	Koenigswinter			69
Germany	Konstanz			45
Germany	Kornwestheim			72
Germany	Leipzig			62
Germany	Ludwigsburg			72
Germany	Moenchen-Gladbach			86
Germany	Munich			88
Germany	Nellingen			72
Germany	Neu Ulm			63
Germany	Niederbachem			69
Germany	Nuernberg			47
Germany	Oberammergau			60
Germany	Offenbach			65
Germany	Osnabrueck			44
Germany	Rhoendorf			69
Germany	Roedelheim			65
Germany	Rostock Warnemuende			62

Effective December 1, 2001

Country	Location	Season Begin	Season End	M&IE
Germany	Saarbruecken			57
Germany	Schwabach			47
Germany	Schwerin			47
Germany	Sembach			55
Germany	Sindelfingen			72
Germany	Starnberg			44
Germany	Stuttgart			72
Germany	Sylt Island			49
Germany	Tuebingen			72
Germany	Twisteden			86
Germany	Ulm			63
Germany	Wahn			69
Germany	Weimar			60
Germany	Wuerzburg			44
Germany	Zirndorf			47
Ghana	[Other]			42
Ghana	Accra			58
Ghana	Kumasi			42
Gibraltar	Gibraltar			58
Greece	[Other]			39
Greece	Araxos			28
Greece	Argyroupolis			75
Greece	Athens			65
Greece	Iraklion (Crete)	1-Apr	31-Oct	32
Greece	Iraklion (Crete)	1-Nov	31-Mar	31
Greece	Mt. Hortiatiss			75
Greece	Perivolaki			75
Greece	Rhodes (Island of)	1-May	31-Oct	41
Greece	Rhodes (Island of)	1-Nov	30-Apr	39
Greece	Tanagra			33
Greece	Thessaloniki			75
Greenland	Greenland			54
Grenada	Grenada	21-Dec	15-Apr	91
Grenada	Grenada	16-Apr	20-Dec	88
Guadeloupe	[Other]	1-Jan	31-Dec	80
Guadeloupe	Saint Martin (French Pa	15-Dec	30-Apr	73
Guadeloupe	Saint Martin (French Pa	1-May	14-Dec	66
Guatemala	[Other]			49
Guatemala	Guatemala City			54
Guinea	[Other]			48
Guinea	Conakry			55
Guinea-Bissau	[Other]			37
Guinea-Bissau	Bissau			58
Guyana	[Other]			57
Guyana	Georgetown			57
Haiti	[Other]			55
Haiti	Petionville			88
Haiti	Port-au-Prince			88

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Country	Location	Season Begin	Season End	M&IE
Holy See, The	Holy See, The			102
Honduras	[Other]			31
Honduras	Bay Islands			54
Honduras	Puerto Cortes			41
Honduras	San Pedro Sula			62
Honduras	Tegucigalpa			51
Honduras	Tela			29
Honduras	Trujillo			40
Hong Kong	Hong Kong			122
Hungary	[Other]			41
Hungary	Budapest			62
Iceland	[Other]			76
Iceland	Keflavik-Grindavik			98
Iceland	Reykjavik	1-May	30-Sep	120
Iceland	Reykjavik	1-Oct	30-Apr	119
India	[Other]			53
India	Agra			64
India	Bangalore			64
India	Calcutta			75
India	Chennai			52
India	Mumbai			76
India	New Delhi			70
Indonesia	[Other]			35
Indonesia	Bali			77
Indonesia	Bandung			51
Indonesia	Batam			43
Indonesia	Jakarta			70
Indonesia	Jayapura			40
Indonesia	Medan			46
Indonesia	Surabaya			58
Indonesia	Timika, Irian Jaya			68
Iran	[Other]			58
Iran	Tehran			58
Iraq	[Other]			22
Iraq	Baghdad			20
Iraq	Northern Iraq			22
Ireland	[Other]			48
Ireland	Adare			61
Ireland	Dublin			85
Ireland	Limerick			55
Israel	[Other]			84
Israel	Eilat			87
Israel	En Boqeq			81
Israel	Haifa			75
Israel	Sedom			81
Israel	Tel Aviv			102
Israel	Tiberias			73
Italy	[Other]			72

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Country	Location	Season Begin	Season End	M&IE
Italy	Bari			52
Italy	Bologna			89
Italy	Ferrara			81
Italy	Florence			100
Italy	Gaeta	1-Jul	31-Aug	56
Italy	Gaeta	1-Sep	30-Jun	54
Italy	Genoa			61
Italy	La Spezia			94
Italy	Milan			109
Italy	Modena			76
Italy	Naples			71
Italy	Pisa			82
Italy	Ravenna			85
Italy	Reggio Emilia			88
Italy	Rimini			81
Italy	Rome			102
Italy	Siena			87
Italy	Trieste			69
Italy	Turin			55
Italy	Venice			76
Italy	Verona			62
Italy	Vicenza			38
Jamaica	[Other]			94
Jamaica	Kingston			94
Japan	[Other]			68
Japan	Akashi			127
Japan	Akita			90
Japan	Amagasaki			127
Japan	Aomori			92
Japan	Asahikawa			77
Japan	Ashiya			140
Japan	Awashima			182
Japan	Beppu			98
Japan	Chitose			86
Japan	Fukui			73
Japan	Fukuoka			107
Japan	Fukuyama			78
Japan	Gifu			107
Japan	Hamamatsu			77
Japan	Hiroshima			83
Japan	Itazuke			107
Japan	Izumisano			81
Japan	Kagoshima			79
Japan	Kanazawa			91
Japan	Kitakyushu			102
Japan	Kochi			76
Japan	Komaki			102
Japan	Kumamoto			90

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Country	Location	Season Begin	Season End	M&IE
Japan	Kurashiki			108
Japan	Kure			79
Japan	Kushiro			76
Japan	Kyoto			110
Japan	Matsue			68
Japan	Matsuyama			83
Japan	Miyazaki			111
Japan	Morioka			73
Japan	Nagasaki			116
Japan	Nagoya			108
Japan	Nara			109
Japan	Narita			81
Japan	Niigata			87
Japan	Nishinomiya			140
Japan	Obihiro			69
Japan	Oita			92
Japan	Okayama			80
Japan	Okinawa Prefecture			72
Japan	Osaka-Kobe			127
Japan	Otsu			137
Japan	Oyama			79
Japan	Sapporo	1-Dec	28-Feb	94
Japan	Sapporo	1-May	31-Oct	94
Japan	Sapporo	1-Mar	30-Apr	91
Japan	Sapporo	1-Nov	30-Nov	91
Japan	Sasebo			75
Japan	Sendai			83
Japan	Shiga			89
Japan	Takamatsu			83
Japan	Takayama			96
Japan	Tokushima			80
Japan	Tokyo City			119
Japan	Tokyo-To			93
Japan	Tottori			83
Japan	Toyama			85
Japan	Toyonaka			131
Japan	Tsu			96
Japan	Wakayama			84
Japan	Yamato			74
Japan	Yokohama			112
Japan	Yokota			51
Jerusalem	Jerusalem			100
Jordan	[Other]			51
Jordan	Amman			72
Kazakhstan	[Other]			34
Kazakhstan	Almaty			119
Kazakhstan	Astana			90
Kenya	[Other]			33

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Country	Location	Season Begin	Season End	M&IE
Kenya	Mombasa	1-Jul	30-Nov	46
Kenya	Mombasa	1-Apr	30-Jun	42
Kenya	Mombasa	1-Dec	31-Mar	44
Kenya	Nairobi			69
Kenya	Nanyuki			21
Kiribati	[Other]			30
Kiribati	Christmas Island			30
Kiribati	Tarawa			30
Korea	[Other]			54
Korea	Changwon			75
Korea	Cheju			88
Korea	Chinhae			33
Korea	Chinju			72
Korea	Chongju			66
Korea	Chonju			68
Korea	Chung Ju			65
Korea	Kimhae			66
Korea	Kwangju			85
Korea	Kyongju			85
Korea	Masan			76
Korea	Pusan			78
Korea	Pyongtaek			52
Korea	Seoul			59
Korea	Sokcho			58
Korea	Taegu			88
Korea	Taejon			78
Korea	Uijongbu			54
Korea	Ulsan			68
Korea, Dem. People's Rep.	[Other]			34
Korea, Dem. People's Rep.	Pyongyang			34
Kuwait	[Other]			91
Kuwait	Kuwait City			91
Kyrgyzstan	[Other]			84
Kyrgyzstan	Bishkek			84
Laos	[Other]			49
Laos	Vientiane			49
Latvia	[Other]			73
Latvia	Riga			73
Lebanon	[Other]			82
Lebanon	Beirut			82
Lesotho	[Other]			22
Lesotho	Maseru			36
Liberia	[Other]			79
Liberia	Camp Schiefflin			53
Liberia	Monrovia			79
Libya	[Other]			79
Libya	Benghazi			79
Libya	Misurata			79

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Country	Location	Season Begin	Season End	M&IE
Libya	Sirte			79
Libya	Tripoli			107
Liechtenstein	Liechtenstein			67
Lithuania	[Other]			58
Lithuania	Vilnius			58
Luxembourg	Luxembourg			60
Macau	Macau			97
Macedonia, The Former Yugoslav Republic of	[Other]			71
Macedonia, The Former Yugoslav Republic of	Skopje			71
Madagascar	[Other]			48
Madagascar	Antananarivo			48
Madeira Islands	Madeira Islands			48
Malawi	[Other]			34
Malawi	Blantyre			54
Malawi	Lilongwe			51
Malaysia	[Other]			45
Malaysia	Johor Bahru			42
Malaysia	Kota Kinabalu, Sabah			60
Malaysia	Kuala Lumpur			43
Maldives	Maldives	1-May	31-Oct	88
Maldives	Maldives	1-Nov	30-Apr	92
Mali	[Other]			25
Mali	Bamako			42
Malta	Malta			66
Marshall Islands	[Other]			25
Marshall Islands	Kwajalein Atoll			56
Marshall Islands	Majuro			56
Martinique	Martinique	15-Dec	15-Apr	86
Martinique	Martinique	16-Apr	14-Dec	84
Mauritania	[Other]			28
Mauritania	Nouadhibou			28
Mauritania	Nouakchott			42
Mauritius	Mauritius			81
Mexico	[Other]			65
Mexico	Acapulco			92
Mexico	Cabo San Lucas			87
Mexico	Campeche			54
Mexico	Cancun			102
Mexico	Chihuahua			66
Mexico	Ciudad Juarez			64
Mexico	Colima			43
Mexico	Cozumel			79
Mexico	Cuernavaca			73
Mexico	Culiacan			48
Mexico	Ensenada			69
Mexico	Guadalajara			79
Mexico	Hermosillo			59
Mexico	Huatulco			83

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Country	Location	Season Begin	Season End	M&IE
Mexico	Ixtapa Zihuatanejo			88
Mexico	La Paz			59
Mexico	Manzanillo			49
Mexico	Matamoros			44
Mexico	Mazatlan			56
Mexico	Merida			70
Mexico	Mexicali			62
Mexico	Mexico City, D.F.			96
Mexico	Monterrey			89
Mexico	Morelia			64
Mexico	Nogales			46
Mexico	Nuevo Laredo			78
Mexico	Puebla			75
Mexico	Puerto Vallarta			68
Mexico	Queretaro			59
Mexico	San Carlos			51
Mexico	San Jose del Cabo			75
Mexico	San Miguel de Allende			59
Mexico	Tapachula			57
Mexico	Tijuana			62
Mexico	Veracruz			71
Mexico	Zacatecas			57
Micronesia	[Other]			47
Micronesia	Chuuk			55
Micronesia	Pohnpei			48
Micronesia	Yap			65
Moldova	[Other]			55
Moldova	Chisinau			55
Monaco	Monaco	1-Apr	31-Oct	95
Monaco	Monaco	1-Nov	31-Mar	90
Mongolia	[Other]			44
Mongolia	Ulaanbaatar			62
Morocco	[Other]			55
Morocco	Casablanca			82
Morocco	Fes			65
Morocco	Marrakech			64
Morocco	Rabat			72
Morocco	Sale			45
Morocco	Tangier			40
Mozambique	[Other]			68
Mozambique	Maputo			68
Namibia	[Other]			47
Namibia	Etosha			32
Namibia	Swakopmund			37
Namibia	Windhoek			47
Nauru	Nauru			37
Nepal	[Other]			36
Nepal	Kathmandu			71

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Country	Location	Season Begin	Season End	M&IE
Nepal	Pokhara			52
Netherlands	[Other]			45
Netherlands	Amsterdam			66
Netherlands	Hague, The			63
Netherlands	Leiden			52
Netherlands	Lisse			53
Netherlands	Noordwijk			48
Netherlands	Papendrecht			64
Netherlands	Rotterdam			64
Netherlands	Schiphol			79
Netherlands	Utrecht			66
Netherlands	Ypenburg			63
Netherlands Antilles	[Other]	15-Dec	14-Apr	65
Netherlands Antilles	[Other]	15-Apr	14-Dec	65
Netherlands Antilles	Aruba	19-Dec	3-Apr	108
Netherlands Antilles	Aruba	4-Apr	18-Dec	102
Netherlands Antilles	Bonaire	15-Apr	14-Dec	99
Netherlands Antilles	Bonaire	15-Dec	14-Apr	104
Netherlands Antilles	Curacao	15-Dec	14-Apr	83
Netherlands Antilles	Curacao	15-Apr	14-Dec	79
Netherlands Antilles	Saba	15-Dec	14-Apr	68
Netherlands Antilles	Saba	15-Apr	14-Dec	64
Netherlands Antilles	Sint Maarten (Dutch Par	15-Dec	14-Apr	86
Netherlands Antilles	Sint Maarten (Dutch Par	15-Apr	14-Dec	80
New Caledonia	New Caledonia			72
New Zealand	[Other]			50
New Zealand	Auckland			59
New Zealand	Christchurch			53
New Zealand	Queenstown			53
New Zealand	Rotarua			52
New Zealand	Wellington			60
Nicaragua	[Other]			42
Nicaragua	Managua			76
Nicaragua	Matagalpa			42
Niger	[Other]			20
Niger	Niamey			44
Nigeria	[Other]			43
Nigeria	Abuja			68
Nigeria	Lagos			71
Niue	Niue			31
Norway	[Other]			93
Norway	Oslo			93
Norway	Stavanger			56
Oman	[Other]			55
Oman	Muscat			92
Other Foreign Localities	Other Foreign Localities			15
Pakistan	[Other]			36
Pakistan	Faisalabad			44

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Country	Location	Season Begin	Season End	M&IE
Pakistan	Islamabad (incl. Rawalpindi)			60
Pakistan	Karachi			36
Pakistan	Lahore			43
Pakistan	Peshawar			36
Pakistan	Quetta			36
Palau, Republic of	[Other]			71
Palau, Republic of	Koror			71
Panama	[Other]			36
Panama	Colon			56
Panama	Contadora	15-Dec	30-Apr	55
Panama	Contadora	1-May	14-Dec	55
Panama	Panama City			56
Panama	Santiago, Veraguas			26
Panama	Volcan			63
Papua New Guinea	[Other]			53
Papua New Guinea	Port Moresby			53
Paraguay	[Other]			48
Paraguay	Asuncion			54
Paraguay	Ciudad del Este			61
Paraguay	Encarnacion			34
Peru	[Other]			39
Peru	Cuzco			67
Peru	Lima			67
Peru	Paracas			54
Peru	Piura			34
Philippines	[Other]			45
Philippines	Cebu			73
Philippines	Davao City			71
Philippines	Manila			60
Poland	[Other]			57
Poland	Krakow			67
Poland	Poznan			53
Poland	Szczecin			56
Poland	Warsaw			81
Poland	Wroclaw			61
Portugal	[Other]			36
Portugal	Cascais	1-Apr	31-Oct	45
Portugal	Cascais	1-Nov	31-Mar	44
Portugal	Estoril	1-Apr	31-Oct	45
Portugal	Estoril	1-Nov	31-Mar	44
Portugal	Lisbon			47
Portugal	Oeiras	1-Nov	31-Mar	44
Portugal	Oeiras	1-Apr	31-Oct	45
Portugal	Oporto			44
Qatar	[Other]			69
Qatar	Doha			69
Reunion	Reunion			33
Romania	[Other]			42

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Country	Location	Season Begin	Season End	M&IE
Romania	Bucharest			61
Russia	[Other]			88
Russia	Moscow			103
Russia	Saint Petersburg			102
Russia	Vladivostok			95
Rwanda	[Other]			60
Rwanda	Kigali			60
Saint Helena	Saint Helena			16
Saint Kitts and Nevis	Saint Kitts and Nevis	1-Dec	30-Apr	96
Saint Kitts and Nevis	Saint Kitts and Nevis	1-May	30-Nov	92
Saint Lucia	Saint Lucia	1-Dec	30-Apr	73
Saint Lucia	Saint Lucia	1-May	30-Nov	68
Saint Vincent and the Grenadines	Saint Vincent and the Grenadines	1-Dec	30-Apr	90
Saint Vincent and the Grenadines	Saint Vincent and the Grenadines	1-May	30-Nov	89
Samoa	Samoa			55
San Marino	San Marino			64
Sao Tome and Principe	Sao Tome and Principe			92
Saudi Arabia	[Other]			79
Saudi Arabia	Jeddah			75
Saudi Arabia	Riyadh			75
Senegal	[Other]			30
Senegal	Dakar			42
Seychelles	Seychelles			81
Sierra Leone	[Other]			58
Sierra Leone	Freetown			58
Singapore	Singapore			81
Slovakia	[Other]			41
Slovakia	Bratislava			42
Slovenia	[Other]			70
Slovenia	Ljubljana			70
Solomon Islands	Solomon Islands			67
Somalia	[Other]			20
Somalia	Mogadishu			38
South Africa	[Other]			28
South Africa	Cape Town	1-Oct	30-Apr	51
South Africa	Cape Town	1-May	30-Sep	50
South Africa	Durban			38
South Africa	Johannesburg			45
South Africa	Pretoria			61
South Africa	Sun City			76
Spain	[Other]			58
Spain	Barcelona			93
Spain	Bilbao			68
Spain	Fuengirola			42
Spain	Gerona			66
Spain	Getafe			70
Spain	La Coruna			34
Spain	Lerida			80

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Country	Location	Season Begin	Season End	M&IE
Spain	Logrono			64
Spain	Madrid			70
Spain	Malaga			42
Spain	Marbella			42
Spain	Oviedo			67
Spain	Pamplona	1-Jul	30-Sep	72
Spain	Pamplona	1-Oct	30-Jun	66
Spain	San Sebastian			67
Spain	Santander			67
Spain	Santiago de Compostela			46
Spain	Seville Province			56
Spain	Tarragona			77
Spain	Torrejon AB			70
Spain	Torremolinos			42
Spain	Valencia			53
Spain	Vitoria			65
Spain	Zaragoza			74
Sri Lanka	[Other]			41
Sri Lanka	Ahungalla			58
Sri Lanka	Bentota			42
Sri Lanka	Colombo			53
Sri Lanka	Galle			43
Sudan	[Other]			23
Sudan	Khartoum			69
Suriname	[Other]			49
Suriname	Paramaribo			49
Swaziland	[Other]			16
Swaziland	Mbabane			37
Sweden	[Other]			97
Sweden	Stockholm			97
Switzerland	[Other]			75
Switzerland	Basel			104
Switzerland	Bern			99
Switzerland	Davos			108
Switzerland	Geneva			122
Switzerland	Klosters			107
Switzerland	Lugano			104
Switzerland	Montreux			106
Switzerland	Zurich			93
Syria	[Other]			68
Syria	Damascus			68
Taiwan	[Other]			67
Taiwan	Kaohsiung			70
Taiwan	Taichung			71
Taiwan	Taipei			101
Tajikistan	[Other]			39
Tajikistan	Dushanbe			39
Tanzania	[Other]			52

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Country	Location	Season Begin	Season End	M&IE
Tanzania	Dar es Salaam			63
Thailand	[Other]			42
Thailand	Bangkok			57
Thailand	Cha-am			31
Thailand	Chiang Mai			35
Thailand	Hua Hin			33
Thailand	Jomtien			40
Thailand	Khon Kaen			39
Thailand	Nakhon Ratchasima			43
Thailand	Nong Khai			42
Thailand	Pattaya City			40
Thailand	Phet Buri			31
Thailand	Phuket			46
Thailand	Prachuap Khiri Khan			33
Thailand	Pran Buri			33
Thailand	Samui Island			35
Togo	[Other]			22
Togo	Lama Kara			26
Togo	Lome			52
Tokelau Islands	Tokelau Islands			18
Tonga	[Other]			38
Tonga	Nukualofa			38
Trinidad and Tobago	[Other]			63
Trinidad and Tobago	Port of Spain			63
Trinidad and Tobago	Tobago	21-Dec	15-Apr	172
Trinidad and Tobago	Tobago	16-Apr	20-Dec	169
Tunisia	[Other]			48
Tunisia	Carthage			59
Tunisia	Gammarth			59
Tunisia	Lamarsa			59
Tunisia	Tunis			59
Turkey	[Other]			79
Turkey	Adana-Incirlık			31
Turkey	Ankara			54
Turkey	Antalya			88
Turkey	Aydin			77
Turkey	Bursa			87
Turkey	Camaklı			79
Turkey	Elmadag			54
Turkey	Istanbul			68
Turkey	Izmir-Cigli			62
Turkey	Manzarali			54
Turkey	Mersin			85
Turkey	Nevsehir			88
Turkey	Yamanlar			62
Turkmenistan	[Other]			81
Turkmenistan	Ashgabat			81
Turks and Caicos Islands	Turks and Caicos Islands			90

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Country	Location	Season Begin	Season End	M&IE
Tuvalu	Tuvalu			38
Uganda	[Other]			26
Uganda	Entebbe			57
Uganda	Kampala			68
Ukraine	[Other]			50
Ukraine	Kiev			87
United Arab Emirates	[Other]			83
United Arab Emirates	Abu Dhabi			83
United Arab Emirates	Dubai			104
United Kingdom	[Other]			67
United Kingdom	Aberdeen			74
United Kingdom	Beaconsfield			58
United Kingdom	Belfast			85
United Kingdom	Birmingham			80
United Kingdom	Bournemouth			68
United Kingdom	Brighton			84
United Kingdom	Bristol			76
United Kingdom	Bury St. Edmunds			55
United Kingdom	Cambridge			61
United Kingdom	Canterbury			74
United Kingdom	Cardiff, Wales			69
United Kingdom	Caversham			82
United Kingdom	Crawley			82
United Kingdom	Dover			59
United Kingdom	Edinburgh			97
United Kingdom	Ft. Halstead			63
United Kingdom	Gatwick			92
United Kingdom	Glasgow			66
United Kingdom	Harrogate			55
United Kingdom	High Wycombe			68
United Kingdom	Horley			82
United Kingdom	Inverness			62
United Kingdom	Liverpool			67
United Kingdom	London			82
United Kingdom	Manchester			78
United Kingdom	Menwith Hill			56
United Kingdom	Nottingham			46
United Kingdom	Oxford			74
United Kingdom	Plymouth			71
United Kingdom	Poole			91
United Kingdom	Portsmouth			95
United Kingdom	Reading			82
United Kingdom	Rochester			73
United Kingdom	Southampton			71
United Kingdom	Winchester			103
Uruguay	[Other]			54
Uruguay	Montevideo			101
Uruguay	Punta del Este	16-Mar	14-Dec	124

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Country	Location	Season Begin	Season End	M&IE
Uruguay	Punta del Este	15-Dec	15-Mar	135
Uzbekistan	[Other]			101
Uzbekistan	Tashkent			101
Vanuatu	[Other]			13
Vanuatu	Port Vila			68
Vanuatu	Santos			47
Vanuatu	Tanna Island			47
Venezuela	[Other]			89
Venezuela	Caracas			89
Venezuela	Maracaibo			89
Vietnam	[Other]			53
Vietnam	Dalat			65
Vietnam	Danang			77
Vietnam	Hanoi			59
Vietnam	Ho Chi Minh City			74
Wallis and Futuna	Wallis and Futuna			64
Yemen	[Other]			23
Yemen	Aden			58
Yemen	Sanaa			85
Yugoslavia, Federal Republic	[Other]			54
Yugoslavia, Federal Republic	Belgrade			56
Yugoslavia, Federal Republic	Podgorica			54
Yugoslavia, Federal Republic	Pristina			62
Zambia	[Other]			25
Zambia	Kabwe			57
Zambia	Kitwe			39
Zambia	Livingstone			52
Zambia	Lusaka			61
Zambia	Ndola			41
Zambia	Siavonga			38
Zimbabwe	[Other]			34
Zimbabwe	Harare			40
Zimbabwe	Victoria Falls			77

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